

**Pine View Elementary School
Parent Teacher Organization (PTO)
Meeting Minutes**

July 11, 2022

Attendees:

- Jennifer Jaworski, Principal
- Jessica Maus, Assistant Principal
- Erica Owen, PTO President
- Jamie Watson, PTO Vice President
- Beth Byrd, PTO Communications
- Mary Parker, Treasurer
- Devin McFadden, PTO Recording Secretary
- Karen Paige, PTO Membership

Call to Order:

Approve minutes from the last meeting: The June 10, 2022 meeting minutes were reviewed by attendees. Erica Owen motioned for minutes to be approved, Jamie Watson seconds motion, and all present are in favor 8/8.

Minutes from previous meeting are included within this document for reference.

Treasurers report by Mary Parker:

Opening balance as of 5/6/22 \$3,633.55

Deposits: \$23.75 grants & donations

Disbursements: (\$266.10) Ice Cream Social

Ending balance as of 7/8/22 is \$3,391.20

Motion was made to approve by Erica Owen, Karen Paige seconds motion, and all in attendance are in favor 8/8.

Review of PTO meeting dates for 2022/2023

Next meeting August 22nd from 8:25 – 8:55

PTO Membership Fees

Amount of membership to be \$5 per child. Motion to approve membership fee amount by Erica Owen, Beth Byrd seconds motion and all in attendance approve 8/8.

Mary Parker to ensure Rycor is updated with correct PTO membership fees, along with T-shirts being posted for purchase.

Discussion of purchase request process and specifically how to buy paper for the year (same bright color).

Flyers to be printed for Kindergarten camp (28-29) that includes information on joining PTO and Boo-Hoo Breakfast date.

Jamie Watson has Google Doc that can be updated for flyers.

PTO also is in charge of Bulletin Board with events to be posted (outside near office)

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Meet the Teacher August 8th – 9-1:00

PTO will have a table / poster with balloons, candy and hand-outs for kids. We will capture contact information of interested parents.

9-10 Devin McFadden

10-11 Erica Owen

11-12 Karen Paige

12-1 Angey

Boo-Hoo Breakfast 9:10 – 9:40 on August 10th

Will work through the Cafeteria for purchasing (or donation): Cups, Coffee, Napkins, OJ, and Doughnuts

Future Events

- **Run For Funds: Feb 17th**

Apply for funds through Publix to cover donation of popsicles at the Run

- **Reading Under the Stars March 2nd 5:30 - 7**

Pizza, food trucks (in process of being approved for school year / separate process), or popcorn – need to decide what we will be providing.

Discussion of traveling "star exhibit" through MOSI and who would apply for Pineview Elementary to be included.

- **Field Day: March 10th**

PTO Meeting Dates 2022 - 2023:

- August 22, 2022 at 8:25 - 8:55 AM
- Monday, September 12 at 8:25 AM - 8:55 AM
- Monday, October 10 at 8:25 AM - 8:55 AM
- Monday, November 14 at 8:25 AM - 8:55 AM
- Monday, December 12 at 8:25 AM - 8:55 AM
- Monday, January 9 at 8:25 AM - 8:55 AM
- Monday, February 13 at 8:25 AM - 8:55 AM
- March TBD
- Monday, April 10 at 8:25 AM - 8:55 AM
- Monday, May 8 at 8:25 AM - 8:55 AM

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Previous meeting June 10, 2022

Meeting Attendees:

- Kay Moore, Principal
- Jennifer Jaworski, Principal
- Erica Owen, PTO President
- Jamie Watson, PTO Vice President
- Beth Byrd, PTO Communications
- Devin McFadden, PTO Recording Secretary (Zoom)
- Karen Paige, PTO Membership
- Angela Rogers, PTO Member at Large

Agenda:

- Introductions & Purpose – the PTO’s goal is to provide fun family events at a reasonable cost.
- Roles
 - Karen Paige, PTO Membership
 - Joanna Robinson, Member at Large
 - Fundraising position remains unfilled
 - Jaime Moore willing to help as volunteer coordinator
- Budget 22-23, Mary Parker, Bookkeeper, unable to attend the meeting.
 - Ending balance from last year: \$3,391.20
- Using Roberts Rule of Order to at Meetings – Expenditures need to be voted on and documented in Minutes for Bookkeeper to purchase
- Communication: Website/Facebook/Flyers (Wed. Folders)
- PTO Calendar of Events
 - Meet the Teacher Monday, August 8, 2022 from 8 AM – 12 PM
 - Boo Hoo Breakfast (Wednesday, August 10, 2022) in the media center
 - Carnival on Friday, October 28
 - Cookies with Santa on Wednesday, December 7
- Next PTO Meeting: July 11th at 10 AM
 - Set PTO Meetings Days and Times to the Second Monday of every month from 8:25 – 8:55 AM (except August because of Meet the Teacher)
 - Agenda Item for July Meeting: proposing increase to the PTO membership: \$5 per child (from \$5/family), popsicle party for the class with the most PTO membership
 - Determine date and time of the August meeting

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- Show us the PTO mailbox, PTO Storage.
- Reviewed and approved May 2022 PTO Meeting Minutes

PTO Meeting Minutes -- May 9, 2022

Review April minutes

Carnival Recap

- Great turnout
- Donations for each grade level - over \$500 each; typically its closer to \$200 each so this was great

Teacher Appreciation Week

- Thanks to Lisa Harris and those who donated who helped make this week special

Treasures Report- Mary Parker

- Opening balance: \$4,440.23
- Misc Carnival Proceeds: \$48.50
- Box Tops: \$126.80
- Donations: \$99.75
- Total disbursements: (\$1,081.73)
- Ending Balance: \$3,633.55

Student Ice cream Party – Friday, May 20th

- Ice cream for all the students during their lunch hours
- PTO board/volunteers will pass out ice cream – Ms. Moore will organize with Steve in Cafeteria
- Music will be played during lunches - Ms. Mac, Mrs. Foyle, and Mrs. Harris will coordinate to make that happen

PTO Board 2022-2023

- Introduce new board members
 - Erica Owen - President
 - Jamie Watson - VP
 - Devin McFadden - Recording Secretary
 - Joanna Robinson - Communications
 - Angela Rogers - Member At Large
 - Karen Paige - fundraising?
- Board was voted in
 - Mrs. Beck motions to approve slated board of officers
 - Ms. McAninch seconds to approve
 - All in favor, 14/14 present

Meeting adjourned